University Assessment Committee

Minutes of meeting of November 17, 2006 in FLC 320

Members present were Val Anderson, Harriett Light, Larry Peterson, Bill Slanger, Pam Hansen, Ken Magel, David Scott, and Chair Bob Harrold

<u>Agenda Items</u> and recorded notes are as follows:

1. <u>Approval of minutes from the November 3, 2006 meeting</u> - Done

2. <u>Additions to the proposed agenda and announcements</u>
    A) <u>Request for additions and updates to the proposed agenda</u> – None

    B) <u>Identification of a recorder for this meeting</u> – Bill Slanger

    C) <u>Announcements</u> – Bill Slanger and Val Anderson gave a report of the recent, very successful Annual Conference of the Association for Institutional Research for the Upper Midwest. Bill Slanger is past Chair of AIRUM; Mark Schmidt continues as a Steering Committee member, and six NDSU School of Education Ph.D. students attended, most presenting papers. Two guest speakers from Richmond Community College of Dallas, TX had provided their PowerPoints and details the College's institutional effectiveness processes via a temporary Web site; a complete print of these materials is available at the Office of Institutional Research and Analysis. Richmond College is only the third unit of higher education to win the national Baldrige Quality award.
      - Bob Harrold encouraged attendance of the Annual Conference of the Higher Learning Commission in Chicago, April 20 – 24, 2007.
      - Rosi Kloberdanz (ITS) may be re-inviting Blackboard experts to NDSU for further demonstration sessions of the latest version of Blackboard, which has an expanded assessment module. Kloberdanz suggested that it might be possible for the Assessment Committee have a separate session with the Blackboard experts.
      - College retreats were mentioned
      - Betsy Birmingham is providing a review of first-year English writing December 6-8.

    D) <u>Overview of handouts for this meeting</u> – Items distributed included:
     a) Minutes of November 3, 2006 meeting,
    b) Progress on Reviews of Assessment Reports for 2006-2007,
    c) Draft dated November 2, 2006 of a University-Wide Assessment Plan,
    d) Rubric for Online Instruction from Web site of California State University – Chico,
    e) A copy of an Educause Learning Initiative "Technology and Learning: Defining What You Want to Assess,"
    f) A copy of list of verbs authored by Susan Hatfield describing the six levels of Bloom's taxonomy,

g) A print of 36 PowerPoints describing "Blackboard Outcomes   System: Enabling Continuous Improvement," and

h) Comparisons of Assessment of Student Learning, Student Rating of Instruction, Peer Review, and Faculty Evaluation.

E) <u>Items presented by members of the University Assessment Committee</u>
- None

3. <u>Committee Reports</u>

A. <u>Update on activities of the General Education Committee</u> – No report

B. <u>University-wide Assessment Plan Subcommittee</u> – the handout described in D) above was referenced.

4. <u>Unfinished business</u>

A. <u>Discussion of proposed meeting times for spring semester</u>
- Members were provided with a Potential Meeting Time schedule based on member feedback gathered previously. It was decided that the meetings spring semester will be Mondays, alternating between 1:00 and 1:30 p.m. on alternate weeks.

B. <u>Planned for enhanced communication (Continuing discussion)</u>
- Current and past methods of communicating with deans were reviewed. Communication with chairs and faculty was discussed. Ideas voiced included: a) University Assessment Committee teaching learning assessment techniques at luncheons and/or workshops,
b) being sure to cover a variety of classroom situations in any instruction UAC provides,
c) model off the current Peer Review of Teaching model,
d) advertise assessment training as sponsored by the UAC,
e) UAC providing one of the concurrent sessions during the August "best teaching practices" workshop sponsored by the Office of the Provost,
f) be sure to provide take-home products,
g) invite instructors to bring their syllabi for which an assessment plan would be developed before they left the   training, and
 h) distribute the assessment curriculum that was developed by the UAC two years ago for which the Faculty Development Committee was asked to support with funding.
- The general consensus was to form a subcommittee within UAC spring 2007 for the purpose of developing a training program for assessment, for which Pam Hansen volunteered.

C. <u>Items presented by members of the University Assessment Committee</u>
- None

5. <u>New Business</u>

A. <u>Discussion of potential assessment opportunities using Blackboard</u>

- Review of the Blackboard handouts will be at a later date

    B. <u>Items presented by members of the UAC</u>
- None

6. <u>Other items as presented by members of the UAC</u>
-None

7. <u>Adjourn, if possible, by 1:50 p.m.</u>
- Meeting adjourned at 2:00 p.m.